



Program #10010 - Office of Community Involvement 2/21/2018

Department: Nondepartmental **Program Contact:** Dani Bernstein
Program Offer Type: Existing Operating Program **Program Offer Stage:** As Requested
Related Programs:
Program Characteristics: In Target

Executive Summary

The Office of Community Involvement (OCI) was established by County Charter to develop and maintain community involvement programs and procedures for the purpose of facilitating direct communication between the people of Multnomah County and the Board of County Commissioners.

Program Summary

The OCI coordinates programs and activities designed to engage people from Multnomah County's diverse communities. Programming includes community outreach, community forums, and trainings. The OCI conducts continual outreach and recruitment to inform communities about opportunities to engage with Multnomah County committees and programs by attending community events and through communications including social media and email.

The OCI maintains a community contact list for communications, including notifying qualifying organizations of the opportunity to nominate members for county committees. The OCI provides a single point of contact for community members interested in volunteering through information and resources at its physical office, by maintaining lists of committees and other volunteer opportunities, managing inquiry and application processes, referring inquiries from the public to appropriate opportunities and resources, maintaining a database of active and potential volunteers, and facilitating nominations for board appointments to the Community Involvement Committee (CIC) and Citizen Budget Advisory Committees (CBACs). The OCI also hosts an annual volunteer recognition event for all county departments.

The OCI staffs the volunteer members of the CIC, including providing support, training and coordination for CIC meetings. The CIC engages in an ongoing study and discussion of the county's priorities, programs and procedures and makes recommendations to the Board of Commissioners and county departments regarding timely, equitable, and inclusive civic participation in county decision-making.

The OCI also provides technical and clerical assistance and training to the CBACs, and staffs the County's Central and Nondepartmental CBACs.

Performance Measures

Measure Type	Primary Measure	FY17 Actual	FY18 Purchased	FY18 Estimate	FY19 Offer
Output	Number of CIC meetings and subcommittee meetings	22	15	30	25
Outcome	Percentage of participants in activities who felt time was well spent	N/A	90%	90%	90%
Output	Number of community events attended	27	15	20	20
Outcome	Percentage of volunteer positions on CIC and CBACs filled	80%	75%	95%	85%

Performance Measures Descriptions

These measures reflect key activities and outcomes for the OCI according to its primary functions. For performance measure 2, OCI did not begin collecting this data until FY18.

Legal / Contractual Obligation

Chapter Re: Chapter 3.75 Multnomah County Home Rule Charter; Resolution 95-245, Multnomah County Code 3.250-3.254, 3.300-3.306. The County Charter states that the commission "shall appropriate sufficient funds for the operation of the office and the committee."

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2018	2018	2019	2019
Personnel	\$190,114	\$0	\$200,544	\$0
Contractual Services	\$1,530	\$0	\$2,000	\$0
Materials & Supplies	\$15,165	\$0	\$16,081	\$0
Internal Services	\$45,345	\$0	\$46,548	\$0
Total GF/non-GF	\$252,154	\$0	\$265,173	\$0
Program Total:	\$252,154		\$265,173	
Program FTE	2.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

This is a General Fund program.

Significant Program Changes

Last Year this program was: FY 2018: 10010 Office of Community Involvement